

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Bay City Housing Commission

PHA Number: MI024

PHA Fiscal Year Beginning: (mm/yyyy) 10/2001

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☒ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

It is the mission of the Bay City Housing Commission to create, maintain and improve decent, safe, high-quality affordable housing and enhance program opportunities for the community we serve.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☐ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
 - ☐ Reduce public housing vacancies:
 - ☐ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments
 - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☐ Improve public housing management: (PHAS score)
 - ☐ Improve voucher management: (SEMAP score)
 - ☐ Increase customer satisfaction:

- ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - ☐ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:
 - ☐ Other: (list below)
- ☐ PHA Goal: Increase assisted housing choices
- Objectives:
- ☐ Provide voucher mobility counseling:
 - ☐ Conduct outreach efforts to potential voucher landlords
 - ☐ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☐ PHA Goal: Provide an improved living environment
- Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☐ Implement public housing security improvements:
 - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- ☐ Increase the number and percentage of employed persons in assisted families:
 - ☐ Provide or attract supportive services to improve assistance recipients' employability:

- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

GOAL: Manage the Bay City Housing Commission's existing public housing program in an efficient and effective manner thereby qualifying as at least a standard performer.

Objectives: The Bay City Housing Commission shall maintain its status as a high performer under HUD's PHAS, achieving not less than 90% for the Management Component.

The Bay City Housing Commission shall achieve and sustain an occupancy rate of 95% by September 30, 2004.

The Bay City Housing Commission shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

GOAL: Adapt the Bay City Housing Commission's housing stock and program resources to more closely meet the housing needs and markets identified in our housing needs assesment.

Objectives: The Bay City Housing Commission shall assist 10 family's move from renting to homeownership by September 30, 2004.

The Bay City Housing Commission shall construct at least one new affordable housing rental unit without public housing development funds by September 30, 2004.

Locate at least two partners, non-profit or for-profit, locally or nationally-based. These partners will work with us on the acquisition, improvement and/or development of additional housing opportunities for this target group.

GOAL: Enhance the marketability of the Bay City Housing Commission's public housing units.

Objectives: The Bay City Housing Commission may convert 9 one-bedroom units to 6 two-bedroom units by September 30, 2004, in order to increase the marketability of our public housing units and otherwise address unresolved vacancy problems.

The Bay City Housing Commission shall achieve a level of customer satisfaction that gives the agency at least a 90% score in this element of the Public Housing Assessment System.

The Bay City Housing Commission shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions by September 30, 2004, achieving and maintaining a PHAS Physical Component score of at least 90% for each of its properties.

GOAL: Improve resident and community perception of safety and security in the Bay City Housing Commission's public housing developments.

Objectives: The Bay City Housing Commission shall refine its memorandum of understanding with the Bay City Police Department to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.

The Bay City Housing Commission shall attach 3 police officers to live in its developments by September 30, 2004.

GOAL: Expand the range and quality of housing choices available to participants through a Bay City Housing Commission tenant-based assistance program.

Objective: The Bay City Housing Commission will consider establishing a program to help people use a tenant-based program for rental assistance or to become homeowners by September 30, 2004.

GOAL: Deliver timely and high quality maintenance service to the residents of the Bay City Housing Commission.

Objectives: The Bay City Housing Commission shall create and implement a preventative maintenance plan by September 30, 2004.

The Bay City Housing Commission shall create an appealing, up-to-date environment in its developments by September 30, 2004 by continuing to obligate and expend Capital Funds in a timely manner for approved enhancements, maintaining at least a 90% PHAS Physical condition score for each of its properties.

GOAL: Operate the Bay City Housing Commission in full compliance with all Equal Opportunity and Fair Housing laws and regulations.

Objective: The Bay City Housing Commission shall mix its public housing development populations ethnically, racially, and income-wise to the greatest extent feasible to reflect those same demographics of the City of Bay City.

GOAL: Ensure full compliance with all applicable standards and regulations including government generally accepted accounting principles.

Objectives: The Bay City Housing Commission shall operate so that it achieves a score of at least 90% under the Financial Assessment component of the Public Housing Assessment System.

GOAL: Improve access of public housing residents to services that support economic opportunity and quality of life.

Objectives: The Bay City Housing Commission will conduct a needs assessment of residents in order to identify services needed by our residents by September 30, 2004.

The Bay City Housing Commission shall have resident organizations in every assisted housing development by September 30, 2004.

The Bay City Housing Commission shall assist its resident organizations in strengthening their organizations and helping them develop their own mission statement, goals, and objectives by September 30, 2004.

Annual PHA Plan
PHA Fiscal Year 2001
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Refer to attachment mi024k01

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Statement of progress in meeting goals and objectives (mi024a01)
- ☒ Deconcentration of Poverty and Income Mixing in Public Housing, Notice 2001-4 (HA) (mi024b01)
- ☒ FY 2001 Capital Fund Program Annual Statement (mi024c01)
- ☒ FY 2000 Capital Fund Program Performance and Evaluation Report (mi024e01)
- ☒ FY 1999 Comprehensive Grant Program Performance and Evaluation Report (mi024f01)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- ☒ Membership of Resident Advisory Board (mi024g01)
- ☒ Resident Member of PHA Board (mi024h01)
- ☒ Statement of Compliance with Community Service requirements (mi024i01)
- ☒ Pet Policy adopted in conformance with 7/10/00 Final Rule (mi024j01)

Optional Attachments:

- ☒ Executive Summary (mi024k01)
- ☒ PHA Management Organizational Chart (mi024l01)
- ☒ FY 2001 Capital Fund Program Revised 5 Year Action Plan (mi024d01)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)
Asset Management Table (mi024m01)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for

each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	1,520	5	2	3	1	2	1
Income >30% but <=50% of AMI	622	5	2	3	1	2	1
Income >50% but <80% of AMI	119	4	1	3	1	2	1
Elderly	318	3	1	1	3	1	1
Families with Disabilities (1)	317	5	4	3	4	4	1
African American	73	4	1	3	1	2	1
Hispanic	175	4	1	3	1	2	1
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2001
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☒ American Housing Survey data
Indicate year: 1995
- ☐ Other housing market study
Indicate year:
- ☒ Other sources: (list and indicate year of information)

National Low Income Housing Coalition (LIHIS), “Out of Reach”, Michigan, Sept. 1999

Bay/Arenac Community Mental Health Agency, client rolls as of 2/2000

Bay City Housing Commission, MTCS Reports, January, 2000

(1) Based on Bay City Housing Commission residents/applicants

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: Family			
	# of families	% of total families	Annual Turnover
Waiting list total	199		29
Extremely low income <=30% AMI	155	78	
Very low income (>30% but <=50% AMI)	41	21	
Low income (>50% but <80% AMI)	3	2	
Families with children	173	87	
Elderly families	4	2	
Families with Disabilities	36	18	
White	180	90	
Black	19	10	
Asian	0	0	
Hispanic	16	8	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	15	8	1
2 BR	95	48	6
3 BR	55	28	9
4 BR	21	11	9
5 BR	13	7	4
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input checked="" type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction: Elderly			
	# of families	% of total families	Annual Turnover
Waiting list total	76		85
Extremely low income <=30% AMI	56	74	
Very low income (>30% but <=50% AMI)	16	21	
Low income (>50% but <80% AMI)	4	5	
Families with children	0	0	
Elderly families	14	18	
Families with Disabilities	40	53	
White	71	93	
Black	5	7	
Hispanic	1	1	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	76	100	85
2 BR	N/a		
3 BR	N/a		
4 BR	n/a		
5 BR	n/a		
5+ BR	n/a		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☒ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	909,670	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
b) Public Housing Capital Fund	1,053,253	
c) HOPE VI Revitalization	n/a	
d) HOPE VI Demolition	n/a	
e) Annual Contributions for Section 8 Tenant-Based Assistance	n/a	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
g) Resident Opportunity and Self-Sufficiency Grants	n/a	
h) Community Development Block Grant	n/a	
i) HOME	50,000	Capital Improvements
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
a) 1999 CGP funds (as of 3/31/01)	53,860	Capital Improvements
b) 2000 CFP funds (as of 3/31/01)	847,208	Capital Improvements
3. Public Housing Dwelling Rental Income		
a) Rent (based on FY 2001 budget)	1,123,150	PH operations
4. Other income (list below)		
a) Non-dwelling rental income	1,010	PH operations
b) Sales/service to tenants	29,200	PH operations
4. Non-federal sources (list below)		
a) PH investment income	40,670	PH operations
Total resources	4,108,021	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: 90 days
- ☐ Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)
- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- ☒ Community-wide list
- ☒ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)
- b. Where may interested persons apply for admission to public housing?
- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously

If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
☐ Two
☒ Three or More

- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

- b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
☐ Overhoused
☐ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

- c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Age (62+), for elderly-designated development

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☒ 2 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ 1 Residents who live and/or work in the jurisdiction
- ☒ 3 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)

- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ 1 Other preference, elderly families (62+) for elderly designated project

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

Refer to attachment mi024b01 in compliance with HUD Notice PIH 2001-4 (HA)

- a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

- b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)
- d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- ☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- ☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- ☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8 (N/A)

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☐ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

- b. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☐ Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

- a. ☐ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting
- ☐ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1. ☐ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application)

(if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member
☒ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
☒ For household heads
☒ For other family members
☒ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
(select one)

- ☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
☐ At family option
☐ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
☒ Other (list below):

Any time family composition changes as a result of the addition of a family member through birth or adoption or as a result of a family member leaving or has left the dwelling unit.

Any time family income decreases.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)

Section 8 Existing Fair Market Rents

B. Section 8 Tenant-Based Assistance (N/A)

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ Reflects market or submarket

- ☐ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families
☐ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached (mi024l01).
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	512	150
Section 8 Vouchers	NA	
Section 8 Certificates	NA	

Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	
Public Housing Drug Elimination Program (PHDEP)	NA	
Other Federal Programs(list individually)		
Section 8 New Const.	152	20

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Maintenance Policy	Blood Borne Disease Policy
Capitalization Policy	Check Signing Policy
Disposition Policy	Criminal Records Management Policy
Drug Free Policy	Equal Housing Opportunities Policy
Ethics Policy	Facilities Use Policy
Hazardous Materials Policy	Funds Transfer Policy
Investment Policy	Natural Disaster Policy
Pest Control Policy	Procurement Policy
Public Housing Lease	Key Policy
Credit Card Policy	Personnel Policy
Admissions and Continued Occupancy Policy	

(2) Section 8 Management: (list below)

NA

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance (NA)

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment mi024c01

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment mi024d01
- or-
- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund) (N/A)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway
- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

- ☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

The Bay City Housing Commission will be utilizing the proceeds from the sale of 2 single family dwelling units from the MI 24-4 Development approved in a Demolition/Disposition application and completed in the fiscal year for development costs associated with the construction of at least 2 replacement dwelling units.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)

- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA’s Homeownership Plan/Program

<input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance (NA)

1. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 14/07/00

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method	Access (development office /	Eligibility (public housing or

		(waiting list/random selection/specific criteria/other)	PHA main office / other provider name)	section 8 participants or both)

(2) Family Self Sufficiency program/s (NA)

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See attachment mi024b01

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

1. Which developments are most affected? (list below)

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program

☐ Other (describe below)

2. Which developments are most affected? (list below)

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

D. Additional information as required by PHDEP/PHDEP Plan (NA)

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See attachment mi024j01

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)
3. ☒ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

See attachment mi024m01

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment

☒ Provided below:

In the process of the review and revision of policies of the Bay City Housing Commission to insure compliance with the requirements of the Reform Act, the Resident Advisory Board made several recommendations concerning the language in the new pet policy for family housing, specifically regarding requirements on muzzling, designated pet runs and adding the word "substantiated" into the repeated violations sections of the policy. The Board of the Bay City Housing Commission adopted this recommendation as suggested.

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☒ Other: (list below)

Policy change as recommended by the RAB was adopted by the Board on July 16, 2001.

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Bay City, Michigan
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - ☐ Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Consolidated Plan reiterates of the needs, goal and objectives, and capital expenditures planned by the Bay City Housing Commission during the 5-year period of the Agency Plan within the body of the jurisdiction's Consolidated Plan. Additionally, \$50,000 in FFY 2001 HOME funding administered by the City of Bay City has been awarded to the Bay City Housing Commission in support of a capital improvements project involving the replacement of fire alarm systems in two (2) of our elderly high-rise developments, Smith Manor and Pine Towers.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

1. New Section 19, Definition of "Substantial Deviation" and "Significant Amendment or Modification" required by HUD Notice PIH 99-51 (HA), issued 12/14/99, implementing 24CFR903.7(r):

The Bay City Housing Commission will, on a periodic basis, amend this Agency Plan as a result of changing needs and goals of the agency. Should a substantial deviation and/or significant amendment or modification occur, the Bay City Housing Commission shall

reconvene the Resident Advisory Board, publish for comment the amendments and, in addition, conduct a public hearing on the proposed amendments.

Substantial Deviation is defined as 1) a significant change of more than 25% in any financial fund, either Operating, Capital or Reserve, that materially affects the ability of the Bay City Housing Commission to implement the provisions of the Annual Plan or the 5-Year Plan, either allowing items to be completed ahead of schedule or causing the delay in the implementation of those planned items; or 2) actions of the Bay City Housing Commission that are in response to and in an effort to mitigate the results of emergencies or natural disasters causing wide-spread damage to its properties and facilities.

Significant Amendment or Modification is defined as 1) changes to rent or admissions policies or organization of the waiting list; 2) additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; 3) additions of new activities not included in current or future PHDEP Plans, should they be approved; 4) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities; and 5) and other action requiring formal action by the Board of the Bay City Housing Commission. If any of the above are adopted to reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments.

2. Performance and Evaluation Reports for FY 2000 CFP and FY 1999 CGP funds are provided as attachments hereto, FY 2000 CFP as mi024e01 and FY 1999 CGP as mi024f01.

Attachments

Use this section to provide any additional attachments referenced in the Plan

mi024a01 - Statement of Progress in meeting goals and objectives
mi024b01 - Deconcentration of Income
mi024c01 - FY 2001 CFP Annual Statement
mi024d01 - FY 2001 CFP Revised 5-year Action Plan
mi024e01 - FY 2000 CFP P & E Report
mi024f01 - FY 1999 CGP P & E Report
mi024g01 - Membership of Resident Advisory Board
mi024h01 - Resident Member of PHA Board
mi024i01 - Statement of Compliance with Community Service requirements
mi024j01 - Pet Policy
mi024k01 - Executive Summary
mi024l01 - PHA Management Organization Chart
mi024m01 - Asset Management Table

STATEMENT OF MEETING GOALS AND OBJECTIVES, FY 2001

(Discussed with RAB on 4/24/01)

Goal 1 -Management Issues. Handouts included the PHAS Scoring Report for FY 1999 and FY 2000. Mr. Rise stated the FY 1999 Report was an 'advisory' score of 93.6 which is considered a "High Performer" under the HUD scoring protocol. In FY 2000, BCHC scored 88.3 total points and was designated a "Standard Performer" by HUD. Mr. Rise briefly explained the reason for the lower score which was due to changes in the scoring protocol. Mr. Wheatley asked about the resident component of the scoring system and Mr. Rise explained the two components that make up the resident score. The first component is the promotion of the resident survey by a PHA and the second component is the survey results from the residents.

Another objective for the Housing Commission is to sustain an occupancy rate of 95%. The Commission is continually working to increase occupancy in the high rise buildings, however the Commission's improved screening process eliminates about 25% of applicants as ineligible for an apartment for a variety of reasons. Mr. Rise stated this goal is achievable. The third objective in this category is an ongoing promotion of the Housing Commission and its personnel for performance at top level.

Goal 2 -Expansion of Housing Stock. The first objective is to promote Homeownership to current tenants. Mr. Rise stated this is done in a couple of ways. First, to promote any workshops or other organizations (such as the non-profit Bay Area Housing Corporation) on buying a home and secondly, to develop our own Public Housing Ownership Program. HUD is supposed to be finalizing its new Homeownership rules which were proposed in September 1999. Another objective for BCHC is to construct a new family dwelling unit by September 2004. This project is the pre-planning stage at the present time. Mr. Rise indicated he has begun researching other funding mechanisms that may be available to the Commission.

Goal 3 - Marketability. On the first objective in this category, no activity has taken place regarding the conversion of one-bedroom apartment to two-bedrooms. Mr. Rise stated that as long the occupancy rate remains high, this objective may not be implemented anytime soon. The Public Housing Assessment System indicates we are achieving the second objective and the Capital Fund Program is helping to improve the curb appeal of all our properties as established by Objective Three. Ms. Bentley said that in Muskegon they have moved families with children into their high rise developments and wondered that if we reconfigured apartments from one to two-bedrooms if we might not be opening the door for problems. Mr. Rise responded that we could not and would not make any change in policy like that. Our high rises are designed for single or two married persons only.

Goal 4 - Security. There are only two objectives in this section. Mr. Rise state a memorandum of understanding between the Housing Commission and the City Police Department was drafted last year, and it will need to be updated shortly. BCHC has also modified the hours for its ACL contractor to give increased service to Maloney Manor. Currently, BCHC has two resident officers at Smith Manor and Maloney Manor. The officer at Pine Towers recently moved out. Mrs. Novak asked why Maplewood did not have a resident officer. Mr. Rise stated only Public Housing developments are authorized by Congress to offer this program. BCHC receives a

housing assistance payment at Maplewood only for occupied apartments of qualified families. Congress has not authorized Section 8 project-based developments for a resident officer. Mrs. Novak indicated she would write to our Members of Congress advocating an expansion of this law.

Goal 5 – Tenant-Based Housing. This objective can only be addressed when Congress or HUD opens the Section 8 Vouchers/Certificates to housing agencies who currently do not have a program. Mrs. Sater shared with the RAB members her personal experience with the popularity of the vouchers with landlords in a small community in Ohio. They are refusing to rent a home to family of modest means without the voucher.

Goal 6 – Maintenance. The first objective (creating and implementation of a comprehensive preventive maintenance plan) has begun. The second objective is based upon BCHC's Capital Improvement Plans and subsequent PHAS performance.

Goal 7 – Equal Opportunity in Housing. Current and new tenant demographic information is currently being monitored and will continue to be as directed by the Deconcentration Policy.

Goal 8 – Fiscal Responsibility. This goal is being achieved based upon the Commission's PHAS performance (refer to handout letter of April 13, 2001 from Joann Adams, HUD Detroit).

Goal 9 – Supportive Services. The first objective has not yet occurred. The second objective of resident organization in each development will be met with the acceptance of the scattered sites. The Commission is working on some ideas to bring those residents together so a relationship can begin. The MSU Resident Leadership Program, to which BCHC is a partner, will be promoted to all residents to achieve the third objective.

Component 3, (6) Deconcentration and Income Mixing

- a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. ☐ Yes ☒ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number: Capital Fund Program Grant No: MI28PO2450101			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$119,000			
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	54,285			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	791,968			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	66,000			
13	1475 Nondwelling Equipment	22,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	1,053,253			
22	Amount of line 21 Related to LBP Activities	16,468			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security –Soft Costs	0			
25	Amount of line 21 Related to Security-- Hard Costs	35,000			
26	Amount of line 21 Related to Energy Conservation Measures	80,000			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450101				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA- Wide	Management Improvements * Social Services Coordination for Elderly and Disabled *Inventory Control Computer System	1408	Lump Sum	\$94,000				
				25,000				
PHA- Wide	Maintenance Vehicle	1475	Lump Sum	22,000				
PHA- Wide	Maintenance Facility Renovations * New roof, windows, doors, lighting, office space, break room, barrier free modifications	1470	Lump Sum	66,000				
	Subtotal			\$66,000				
MI 24-4, 24-5 Scattered Sites	Led-Based Paint Testing	1460	150 d.u.	16,468				
MI 24-2 Smith Manor	Exterior Brick Repair *Remove damaged bricks, repair flashing & replace bricks	1460	113 d.u.	100,000				
	Professional Fees/Costs * A/E Services	1430	Lump Sum	<u>7,000</u>				
	Subtotal			\$107,000				
MI 24-6 Pine Towers	Caulking, Tuck point, Waterproofing Building Exterior	1460	115 d.u.	165,500				
	Professional Fees/Costs * A/E Services	1430	Lump Sum	<u>11,585</u>				
	Subtotal			\$177,085				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450101				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MI-24-4 Scattered Sites	Exterior Renovations, including:	1460	15	450,000				
	* Windows, Doors, Locks, Siding, Roofs, Porches, Exterior lighting, Sheds							
	Professional Fees/Costs	1430	Lump Sum	<u>31,500</u>				
	* A/E Fees							
		Subtotal		\$481,500				
MI-24-5 Scattered Sites	Exterior Renovations, including:	1460	2	60,000				
	* Windows, Doors, Locks, Siding, Roofs, Porches, Exterior lighting, Sheds							
	Professional Fees/Costs	1430	Lump Sum	<u>4,200</u>				
	* A/E Fees			-				
		Subtotal		\$64,200				
	<u>PROJECT 501-01 GRAND TOTAL</u>			<u>\$1,053,253</u>				

Annual Statement/Performance and Evaluation Report**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Supporting Pages**

PHA Name: BAY CITY HOUSING COMMISSION				Grant Type and Number Capital Fund Program Grant No: MI28PO2450101			Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA – Wide	3/31/03			9/30/04			
MI 24-2 Smith Manor	3/31/03			9/30/04			
MI 24-4 Scattered Sites	9/30/03			9/30/04			
MI 25-5 Scattered Sites	9/30/03			9/30/04			
MI- 24-6 Pine Towers	3/31/03			9/30/04			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450101		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
MI 24-2, Smith Manor	See Annual Statement	\$ 55,000	\$ 130,000	143,000	100,000
MI 24-3, Maloney Manor		55,000	255,000	250,000	186,000
MI 24-4, Scattered Sites		639,000	360,000	390,000	0
MI 24-5, Scattered Sites		120,000	90,000	90,000	0
MI 24-6, Pine Towers		0	0	0	256,478
MI 24-7, Scattered Sites		0	0	0	337,500
PHA-WIDE		0	0	0	0
* Management Improvements		100,000	100,000	100,000	100,000
* Vehicles		22,253	25,453	25,503	22,000
*A/E Fees & Costs		62,000	62,800	59,750	51,275
Total CFP Funds (Est.)		\$ 1,053,253	\$ 1,053,253	\$ 1,053,253	\$ 1,053,253
Total Replacement Housing Factor Funds		-0-	-0-	-0-	-0-

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1 2001	Activities for Year : 2 FFY Grant: 2002 PHA FY: 2002			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2003		
See Annual Statement	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
	<u>MI 24-4, Scattered Sites</u> * Exterior Renovations * A/E Fees & Costs	21 d.u. 7%	640,000 44,800	<u>MI 24-4, Scattered Sites</u> * Exterior Renovations * A/E Fees & Costs	13 d.u. 7%	392,000 27,450
	<u>MI 24-5, Scattered Sites</u> * Exterior Renovations * A/E Fees & Costs	4 d.u. 7%	120,000 8,400	<u>MI 24-5, Scattered Sites</u> * Exterior Renovations * A/E Fees & Costs	3 d.u. 7%	90,000 6,300
	<u>24-2, Smith Manor</u> * Mechanical & Electrical Improvements * A/E Fees & Costs	Lump Sum 7%	55,000 3,935	<u>24-2, Smith Manor</u> * Emergency Power Renovations * A/E Fees & Costs	Lump Sum 7%	130,000 9,100
	<u>24-3, Maloney Manor</u> * Mechanical & Electrical Improvements * A/E Fees & Costs	Lump Sum 7%	55,000 3,935	<u>24-3, Maloney Manor</u> * Emergency Power Renovations * Stair Tower Repairs, Phase I * A/E Fees & Costs	Lump Sum Lump Sum 7%	130,000 125,000 17,850
	<u>PHA – Wide</u> * Social Services Coordination for Elderly/disabled residents * Maintenance Vehicle	Lump Sum Lump Sum	100,000 22,183	<u>PHA – Wide</u> * Social Services Coordination for Elderly/disabled residents * Maintenance Vehicle	Lump Sum Lump Sum	100,000 25,553
	Subtotal of Estimated Costs		\$ 1,053,253	Subtotal of Estimated Costs		\$ 1,053,253

Part II: Supporting Pages—Work Activities

Activities for Year: 4 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2005		
General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
<u>MI 24-4, Scattered Sites</u>			<u>MI 24-7, Scattered Sites</u>		
* Exterior Renovations	12 d.u.	360,000	* Exterior Renovations	45 d.u.	337,500
* A/E Fees & Costs	7%	25,200	* A/E Fees & Costs	7%	23,625
<u>MI 24-5, Scattered Sites</u>			<u>24-6, Pine Towers</u>		
* Exterior Renovations	3 d.u.	90,000	* Mechanical & Electrical Improvements	Lump Sum	17,600
* A/E Fees & Costs	7%	6,300	* Emergency Call Stations	114 d.u.	45,000
			* EPDM Roof Replacement	Lump Sum	70,000
			* Emergency Power Renovations	Lump Sum	125,000
			* A/E Fees & Costs	7%	18,032
<u>24-2, Smith Manor</u>			<u>24-2, Smith Manor</u>		
* Elevator Renovations	Lump Sum	125,000	* Replace Refrigerators & Stoves	140 d.u.	100,000
* Dwelling Electrical Upgrades	141 d.u.	20,000			
* A/E Fees & Costs	7%	8,750			
<u>24-3, Maloney Manor</u>			<u>24-3, Maloney Manor</u>		
* Elevator Renovations	Lump Sum	125,000	* Emergency Call Stations	112 d.u.	37,000
* Stair Tower Repairs, Phase II	Lump Sum	125,000	* EPDM Roof Replacement	Lump Sum	70,000
* A/E Fees & Costs	7%	17,500	* Replace Refrigerators & Stoves	112 d.u.	80,000
			* A/E Fees & Costs	7%	7,496
<u>PHA – Wide</u>			<u>PHA – Wide</u>		
* Social Services Coordination for Elderly/disabled residents	Lump Sum	100,000	* Social Services Coordination for Elderly/disabled residents	Lump Sum	100,000
* Maintenance Vehicle	Lump Sum	25,503	* Maintenance Vehicle	Lump Sum	22,000
* Marketing	Lump Sum	25,000			
Subtotal of Estimated Costs		\$ 1,053,253	Subtotal of Estimated Costs		\$ 1,053,253

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number: Capital Fund Program Grant No: MI28PO2450100		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 (one))					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: March, 2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds		50,000		
2	1406 Operations				
3	1408 Management Improvements	\$100,000	101,250	93,846	0
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	83,000	78,000	68,534	27,337
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	594,000	695,070		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	230,000	185,268		
13	1475 Nondwelling Equipment	23,009	20,421	20,421	20,421
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	1,030,009	1,030,009	182,801	47,758
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0
24	Amount of line 21 Related to Security –Soft Costs	0	0	0	0
25	Amount of line 21 Related to Security-- Hard Costs	0	35,000	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	100,000	0	0

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450100				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA- Wide	Management Improvements * Social Services Coordination for Elderly and Disabled	1408	Lump Sum	\$100,000	\$95,000	\$93,846	\$0	Contract awarded 7/1/00
PHA- Wide	Maintenance Vehicle	1475	Lump Sum	23,009	20,421	20,421	20,421	Purchase completed 2/15/01
PHA- Wide	Maintenance Facility Renovations * New roof, windows, doors, lighting, office space, break room, barrier free modifications	1470	Lump Sum	230,000	220,268			Contract expected by 9/30/01
	Professional Fees/Costs	1430	Lump Sum	<u>21,420</u>	<u>21,420</u>	<u>21,420</u>	<u>12,168</u>	Contract awarded 12/29/99
	* A/E Services							
	Subtotal			\$251,420	\$21,420	\$21,420	\$12,168	
MI 24-3 Maloney Manor	Structural Study of Stair Towers	1430	Lump Sum	20,000	15,000	9,174	8,854	Study began 1/1/01
MI 24-3 Maloney Manor	Fire Alarm System Replacement	1460	113 d.u.	50,000	140,200			Contract expected Apr. 2001
	Professional Fees/Costs	1430	Lump Sum	<u>3,500</u>	<u>3,500</u>			Contract awarded 12/29/99
	* A/E Services							
	Subtotal			\$53,500	\$143,700	\$0	\$0	
MI 24-6 Pine Towers	Fire Alarm System Replacement	1460	115 d.u.	50,000	140,200			Contract expected Apr. 2001
	Professional Fees/Costs	1430	Lump Sum	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	Contract awarded 12/29/99
	* A/E Services							
	Subtotal			\$53,500	\$143,700	\$3,500	\$3,500	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450100				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Scattered Sites	* Windows, Doors, Locks, Siding, Roofs, Porches, Exterior lighting, Sheds			390,000	380,000			Contract expected Apr. 2001
	Professional Fees/Costs	1430	Lump Sum	<u>27,300</u>	<u>27,300</u>	<u>27,160</u>	<u>800</u>	Contract awarded 12/29/99
	* A/E Fees							
	Subtotal			\$417,300	\$407,300	\$27,160	\$800	
MI-24-5 Scattered Sites	Exterior Renovations, including:	1460	4	104,000	34,670			Contract expected Apr. 2001
	* Windows, Doors, Locks, Siding, Roofs, Porches, Exterior lighting, Sheds							
	Professional Fees/Costs	1430	Lump Sum	<u>7,280</u>	<u>7,280</u>	<u>7,280</u>		Contract awarded 12/29/99
	* A/E Fees							
	Subtotal			\$111,280	\$41,950	\$7,280	\$0	
	PROJECT 501-00 GRAND TOTAL			\$1,030,009	\$888,491	\$182,801	\$45,743	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION				Grant Type and Number Capital Fund Program Grant No: MI28PO2450100			Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA – Wide	3/31/03			3/31/04			
MI 24-3 Maloney Manor	3/31/03			3/31/04			
MI 24-4 Scattered Sites	3/31/03			3/31/04			
MI 25-5 Scattered Sites	3/31/03			3/31/04			
MI- 24-6 Pine Towers	3/31/03			3/31/04			

Annual Statement / Performance and Evaluation Report

Comprehensive Grant Program (CGP) PART I: Summary

PHA Name: BAY CITY HOUSING COMMISSION		Comprehensive Grant Number: MI28PO2470899		FFY of Grant Approval 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 (one)) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: March, 2001 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$105,024	\$101,199	\$99,327	\$75,927
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,000	64,000	62,191	60,885
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	919,500	919,525	869,346	801,892
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	3,800	3,800	3,800
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant:(sum of lines 2-20)	\$1,088,524	\$1,088,524	\$1,034,664	\$942,504
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs		25,000	25,000	25,000
26	Amount of line 20 Related to Energy Conservation Measures	190,000	80,000	80,000	80,000

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP)

PART II: Supporting Pages

PHA Name: BAY CITY HOUSING COMMISSION			Comprehensive Grant Number: MI28PO2470899			FFY of Grant Approval: 1999		
Development Number Name/HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Management Improvements	1408	Lump Sum	\$85,000	\$93,795	\$91,923	\$68,523	Contract awarded 7/1/00
	*Social Services Coordinator for Elderly/Disabled	1408	Lump Sum	\$20,024	0	0	0	Project delayed until fy 2001
	*Computer software and training for purchase order & inventory system	1408	Lump Sum	\$0	7,404	7,404	7,404	Purchase completed 7/14/00
	*Computer LAN Server	1408	Lump Sum	\$105,024	\$101,199	\$99,327	\$75,927	
		SUBTOTAL						
MI 24-4 Scattered Sites	Exterior Renovations, including:	1460	15	\$386,000	\$384,800	\$334,621	\$271,324	Contract awarded 6/15/00
	*Lights * Roofs		13					
	*Locks * Porches		(Revised)					
	*Doors * Sheds							
	*Windows							
	*Siding							
	Professional Fees/Costs							
	*A/E Services	1430	Lump Sum	27,000	27,000	27,000	27,000	Contract awarded 11/29/99
		SUBTOTAL		\$413,000	\$411,800	\$361,621	\$298,324	
MI 24-5 Scattered Sites	Exterior Renovations, including:	1460	4	103,000	103,025	103,025	103,025	Contract completed
	*Lights * Roofs		2					
	*Locks * Porches		(Revised)					
	*Doors * Sheds							
	*Windows							
	*Siding							
	Professional Fees/Costs							
	*A/E Services	1430	Lump Sum	7,000	7,000	7,000	7,000	Contract completed
		SUBTOTAL		\$110,000	\$110,025	\$110,025	\$110,025	

Annual Statement / Performance and Evaluation Report

Comprehensive Grant Program (CGP)

PART II: Supporting Pages

PHA Name:			Comprehensive Grant Number:			FFY of Grant Approval:		
BAY CITY HOUSING COMMISSION			MI28PO2470899			1999		
Development Number Name/HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MI 24-6 Pine Towers	Unit Interior Renovations, including: *Painting *Plumbing Fixtures *Kitchen Cabinets *Closet Doors *Florescent light fixtures	1460	115 d.u.	\$430,500	\$431,700	\$431,700	\$427,543	Contract awarded 6/15/00
	Temporary Resident Relocations	1495.1	Lump Sum	0	3,800	3,800	3,800	Completed
	Professional Fees/Costs *A/E Services	1430	Lump Sum	30,000	30,000	28,191	26,885	Contract awarded 11/29/99
		SUBTOTAL		\$460,500	\$465,500	\$463,691	\$458,228	
	<u>PROJECT 708 - GRAND TOTAL</u>			<u>\$1,088,524</u>	<u>\$1,088,524</u>	<u>\$1,034,664</u>	<u>\$942,504</u>	

Annual Statement/Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

PHA Name: BAY CITY HOUSING COMMISSION				Comprehensive Grant Number: MI28PO2470899			Federal FY of Grant 1999
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revision Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA – Wide	3/31/01		3/31/01	9/30/02			
MI 24-4 Scattered Sites	3/31/01	9/30/01		9/30/02			All planned activities under budget. We anticipate obligating surplus funds by September, 2001 and self-extend the obligation date.
MI 24-5 Scattered Sites	3/31/01		6/30/00	9/30/02		3/31/01	Completed
MI 24-6 Pine Towers	3/31/01		3/31/01	9/30/02			

Bay City Housing Commission
Resident Advisory Board Listing
FY 2001

Name	Address	Phone #
Virginia Blossey	Smith Manor, 600 N. Van Buren, Apt. 320 Bay City, MI 48708	892-8169
Tom Wheatley	Maloney Manor, 210 Fitzhugh, Apt. 618 Bay City, MI 48708	922-1092
Charlene Bentley	Pine Towers, 306 S. Walnut, Apt. 909 Bay City, MI 48706	895-5763
Carol Novak	Maplewood Manor, 1200 N. Madison, Apt. 802 Bay City, MI 48708	891-9644
Joyce Wells	604 Germania Bay City, MI 48706	892-7370
Ricarda Facundo	2007 16th Bay City, MI 48708	893-1140
Jennifer Koinis	208 N. Dewitt Bay City, MI 48706	684-8853 (h) 667-5361 (w)
Janice Sater	113 Polk Bay City, MI 48708	892-1470

Revised as of 04/09/01

Bay City Housing Commission
Resident Member of Board
FY 2001

<u>Name</u>	<u>Address</u>	<u>Phone #</u>
Alice Rentjos	Maplewood Manor, 1200 N. Madison, Apt. 918 Bay City, Michigan 48708	895-8482

Appointed: July, 1999, to 5-year term expiring July, 2004

Revised as of 04/09/01

STATEMENT OF COMPLIANCE WITH COMMUNITY SERVICE REQUIREMENTS

A description of -

(A) any programs relating to services and amenities provided or offered to assist families;

(B) any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families;

(C) how the PHA will comply with the requirements of subsection (c) and (d) of section 12 (relating to community service and treatment of income changes resulting from welfare program requirements) (*Section 512*).

► FY 2000 - Not a required streamlined Plan element. However, to address recent regulations implementing the Community Service requirements of the Quality Housing and Work Responsibility Act of 1998, the Bay City Housing Commission has opened a dialogue with the State of Michigan's Family Independence Agency (FIA) to establish a cooperative agreement addressing those issues related to community service, welfare-to-work, and other issues of common interest to both agencies. Such agreement will be incorporated into the Agency Plan upon its execution. Additionally, revisions needed in the Bay City Housing Commission's Admissions and Continued Occupancy Policy and Lease Agreement are being evaluated and will be incorporated to address these regulatory changes.

► FY 2001 Update – Cooperation Agreement with the local TANF Agency (Family Independence Agency of Bay County) was executed on July 14, 2000. Section 14 of the Bay City Housing Commission's ACOP has been revised to reflect the requirements placed on residents under QHWRA and all tenant leases with an effective date of October 1, 2000 have had addenda attached notifying and requiring tenant compliance with same, for which compliance will be verified on re-examination. Finally, the Bay City Housing Commission has finished revising its Rental Lease Agreement to incorporate this language, as well as other regulatory changes, that will be used, after proper notification to all residents, for all renewals effective October 1, 2001 and after.

COMPONENT #14 - PETS

► FY 2001 Update – HUD's Final Rule regarding Pet Ownership in Public Housing was issued on July 10, 2000. After consultation with the Resident Advisory Board, a draft revision to the Bay City Housing Commission's Pet Policy contained in Section 18 of the ACOP was incorporated into the draft FY 2001 Annual Plan, approved by Housing Commission Board action on July 16, 2001. Implementation will be immediately upon the approval of the FY 2001 Annual Plan by HUD. In summary, the revised policy provides for:

1. An exclusion for assistive animals.
2. Pet ownership in accordance with 24 CFR Parts 5 and 960.
3. Prior Housing Commission approval of requested pets.
4. Restrictions on the type and number of pets in dwelling units:
 - a. Only one (1) common household pet per dwelling unit.
 - b. Animals may not exceed 20 pounds in adult weight.
 - c. Cats and dogs must be sexually neutered and licensed.
 - d. Livestock or potentially harmful animals are prohibited.
5. Pets must be inoculated against disease as required by local ordinance.
6. Pet deposits/charge:
 - a. A refundable pet security deposit of $\frac{1}{2}$ of a residents monthly rental amount is required at the time of approval of any pet.
 - b. For family developments only an additional \$5.00 monthly charge will be assessed to defray the added operating costs of the Commission due to the presence of pets.
7. Residents are responsible for the damages caused to the dwelling unit by pets. Eradication of infestations of pet-borne insects will be the financial responsibility of the resident.
8. Nuisance or threat to health or safety:
 - a. High-rise residents must use pet carriers or muzzle & lease pets when in common areas of the development.
 - b. Pets must be accompanied at all times when outside the dwelling unit.
 - c. A responsible person must be on-file in the tenants records to be responsible for a pet in the owner's absence and who the Commission can contact in case of emergencies.
 - d. Repeated violations of the policy will result in an order to remove the pet. If pet not removed, the infraction will be treated as a lease violation.
9. Pet areas (runs) designated at high-rises will be used by residents for their pets. All residents will be responsible for cleaning up and properly disposing of pet wastes.
10. Visiting pets are not allowed without Commission approval, exclusive of assistive animals.
11. The Commission reserves the right to order the removal of any pet if conduct is determined to be a nuisance, threat or infringement upon the health, safety, welfare or right to peaceable enjoyment of accommodations of other residents, employees of the Housing Commission or neighbors in the community where the development is located.

EXECUTIVE SUMMARY

Under Section 511 of the *Quality Housing and Work Responsibility Act of 1998*, Public Housing Agencies (PHA) are required to advise HUD, its residents and members of the public of the PHA's mission for serving the needs of low-income and very low-income families, and the PHA's strategy and progress for addressing those needs through and Agency Plan, containing a 5-Year Plan and Annual Plan updated each year.

The Executive Summary of the Bay City Housing Commission's Annual Plan is an optional narrative of the information contained in the Annual Plan, including highlights of major initiatives and discretionary policies the Bay City Housing Commission has included in its Annual Plan, additionally relating the activities in the Annual Plan to the Mission and Goals of the 5-Year Plan, explaining any deviations of these activities from the 5-Year Plan.

FY 2001 Update – Major highlights of the current fiscal year include:

- Change in the Plan Type from “streamlined” to “standard”, discussed in the following section.
- Update of the Financial Resources section (component #2) to reflect current year funding.
- Addition of a new Pet Policy (component #14) and an analysis of income deconcentration requirements in the Admissions and Continued Occupancy Policy (component #3).
- Addition of FY 2001 Capital Fund allocations and FY's 1999 and 2000 Performance and Evaluation Reports (component #7).
- Inclusion of the Bay City Housing Commission's Annual Audit for the fiscal year ending September 30, 2000 (component #16).
- Inclusion of the Optional Public Housing Asset Management Table (component #17).

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Smith Manor	141 d.u. Elderly	► Remove/Replace damaged exterior brick, repair flashing @ \$100,000	na	na	na	na	na	na
M24-2		► A&E services @ \$7,000						
Bay City								
Maloney Manor	113 d.u. Elderly	na	na	na	na	na	na	na
M24-3								
Bay City								
Scattered Sites	125 d.u. Family	► Exterior renovations @ 15 d.u.'s @ \$450,000	na	na	na	na	5 (h)	na
M24-4		► A&E services @ \$31,500					Program planned	
Bay City		► Lead Paint Testing @ \$13,995						
Scattered Sites	23 d.u. Family	► Exterior renovations @ 2 d.u.'s @ \$60,000	na	na	na	na	5 (h)	na
M24-5		► A&E services @ \$4,200					Program planned	
Bay City		► Lead Paint Testing @ \$2,470						
Pine Towers	115 d.u. Elderly	► Caulk, tuckpoint & waterproof Exterior @ \$165,000	na	na	Designated “Elderly”	na	na	na
M24-6		► A & E services @ \$11,585			in 1997, for			
Bay City					5 year term			

Public Housing Asset Management (continued)

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Scattered Sites	45 d.u. Family	na	na	na	na	na	5 (h)	na
M24-7							Program planned	
Bay City								
PHA-Wide	na	► Social Services Coordinator for “elderly” properties @ \$94,000	Development planned as	na	na	na	na	na
MI024		► Inventory Control computer software	units are sold					
Bay City		program @ \$25,000	under the					
		► Maintenance vehicle @ \$22,000	5(h) plan					
		► Maintenance facility renovations,	when					
		phase II, @ \$66,000	approved					